



CITY OF WESTMINSTER PLANNING AND ZONING COMMISSION MEETING SUMMARY

**January 14, 2016, at 7 PM
City Hall, 1838 Emerald Hill Lane**

A meeting of the City of Westminster Planning and Zoning Commission was held at City Hall, 1838 Emerald Hill Lane in Westminster, Maryland 21157, on January 14, 2016, at 7 PM.

Chair Peggy Bair, Council Member Suzanne Albert, Commissioner Kevin Beaver and Commissioner Nancy Palmer were present. City staff Bill Mackey and Carroll County Planning Liaison and Comprehensive Planner Scott Graf were present.

Chair Peggy Bair opened the meeting at 7 PM. Chair noted, regarding proposed minutes for the meeting of December 10, 2015, the Chair did not vote on the minutes. Council Member Albert moved approval with the change noted. Commissioner Palmer seconded. The motion passed.

Mr. Graf provided the Chair and all members with packets of information from the County's 2014 Master Plan. Mr. Graf briefed the Commission on the comprehensive zoning changes by Carroll County, which correspond to the new land uses adopted in the 2014 Master Plan.

Mr. Graf highlighted the changes in the region related to the contraction of planned municipal growth areas by municipalities. Mr. Graf also noted the County's commercial designation was extended along MD 140 eastward from the Westminster municipal boundary to Reese Road. Mr. Graf noted that these are important changes that would affect future development.

Mr. Mackey discussed briefly the site plan review process and the City's *Development Design Preferences* manual. The Commission affirmed its interest in focusing site plan review on the design preferences and the overall goals for new development during its site plan reviews.

Council Member Albert mentioned an issue on Willis Street related to available parking for residents who live on the street. City staff were requested to look into the matter further.

Council Member Albert moved to adjourn. Commissioner Palmer seconded. The Commission adjourned at 8:01 PM.